

**CITY OF WILLIAMSBURG PLANNING DEPARTMENT
2005 ARCHITECTURAL REVIEW BOARD SCHEDULE**

MONTH	SUBMITTAL DATE 12:00 NOON Monday - One week prior to meeting date.	MEETING DATE 6:30 PM Second & Fourth Tuesday Municipal Building
January, 2005	January 3, 2005 January 14*	January 11, 2005 January 25
February	January 31 February 14	February 8 February 22
March	February 28 March 14	March 8 March 22
April	April 4 April 18	April 12 April 26
May	May 2 May 16	May 10 May 24
June	June 6 June 20	June 14 June 28
July	July 1* July 18	July 12 July 26
August	August 1 August 15	August 9 August 23
September	September 2* September 19	September 13 September 27
October	October 3 October 17	October 11 October 25
November	October 31 November 14	November 8 November 22
December	December 5	December 13 [only one meeting this month]
January, 2006	December 30* January 13, 2006*	January 10, 2006 January 24, 2006

If you have any questions, please call the Planning Department at (757) 220-6130. ***Date changed due to holiday.** Our Fax Number is (757) 259-3798.

Carolyn A. Murphy, Zoning Administrator

All BUILDING APPLICATIONS must include nine (9) copies of the full-scale drawings of all building elevations, an application form signed by the owner of the property and a site plan drawn to scale for large commercial projects. Small projects such as a single family residential dwelling or addition must include a completed application form signed by the owner of the property, a site plan and may substitute one 11" x 17", 8.5" x 14", or 8.5" x 11" copy of all building elevations instead of nine (9) full scale drawings.

All SIGN APPLICATIONS must include nine (9) colored renderings of the proposed sign(s) with all drawings indicating the dimensions of the sign and scale of the drawing. For freestanding or monument signs the height of the sign from grade to the top of the sign must be drawn to scale and submitted for review. The application must be signed by the owner of the property.